

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of  
May 11, 2021**

**1. Roll Call**

The meeting was called to order by President LeDonne at 6:00 pm.

Members present: Greg Zoellick, Lee Uecker, President Anthony LeDonne, Ron Wells, Benjamin Jarvis, Scott Adkins and Stacy Riedel.

Members excused: None.

Also present: Administrator Jeremy Smith, Attorney John Macy, Assistant Village Administrator Kelsey McElroy-Anderson, Administrative Services Director Samuel Liebert, and members of the Public.

**2. Pledge of Allegiance**

President LeDonne led the pledge of allegiance.

**3. Meeting Minutes**

Motion by Uecker, seconded by Zoellick to approve the April 21, 2021 and April 27, 2021 Village Board meeting minutes. Motion carried 7-0

**4. Communications and Public Hearings**

**A. Village President Report**

President LeDonne reported that on Monday, May 17, Associated Appraisal, the Village assessor, will hold in-person office hours at the Civic Center. This is an opportunity for residents to get answers to any questions they may have about their assessment or the assessment process prior to Board of Review, which takes place on Wednesday, May 26. Tuesday, May 18, the Senior Citizen Advisory Committee meets at 4:00 pm in the Civic Center Committee Room. Joint Review Board meets at 5:30 pm in the Civic Center Board Room. Parks & Recreation Board meets at 5:30 pm at Prides Park. Community Development Authority meets at 5:45 pm in the Civic Center Board Room and Plan Commission meets at 6:30 p.m. in the Civic Center Board Room. Wednesday, May 19, the Pauline Haass Public Library Board meets at 6:30 pm in the Quad Graphics Room at the Library. Thursday, May 20, the Board of Fire Commissioners meets at 12:30 pm in the Civic Center Committee Room. Tuesday, May 25, Rock-a-Thon takes place on the Civic Center Plaza from 11 am to 1 pm. This event features cookout concessions and live music. All proceeds from this event support senior programming in the Village.

**5. Committee Reports**

**A. Finance and Personnel Committee**

1. Motion by Jarvis, seconded by Zoellick to approve of the April Check Register and P-card Statement in the amount of \$2,403,004.02. Motion carried 7-0

2. Motion by Jarvis, seconded by Wells to approve of the April Ace Hardware purchases in the amount of \$521.00. Motion carried 6-0  
LeDonne abstained.

3. Motion by Jarvis, seconded by Zoellick to approve of a of a temporary Class "B" Retail License for The Lion's Club for Lions Daze, in Sussex Village Park, N63W24459 Main Street (July 9-11, 2021), Agent Richard Vodicka AND approve of a temporary Class "B" Retail License for Sussex Area Service (S.A.S.) Club for The Big Engine Show, in Sussex Village Park, N63W24459 Main Street (August 27-29, 2021), Agent Richard Vodicka. Motion carried 5-0  
LeDonne and Wells  
Abstained

4. Motion by Jarvis, seconded by Uecker to approve of a Class "B" Retail License for the SBA Operations, LLC. for the

concession stand in Sussex Village Park from May 12, 2021 through October 31, 2021, Agent: Samantha May.

Motion carried 7-0

5. Motion by Jarvis, seconded by Wells to approve of the of the 2021 1st Quarter Investment Report.

Motion carried 7-0

6. Motion by Jarvis, seconded by Wells to approve of an Operator License for Stephanie Whipple, subject to the standard conditions for operator license approval.

Motion carried 7-0

#### **B. Public Works Committee**

1. Motion by Adkins, seconded by Uecker to approve of bills for payment in the amount of \$142,154.91.

Motion carried 7-0

2. Motion by Adkins, seconded by Wells to award the design contract for the Main Street water main extension to The Sigma Group for a total cost of \$36,597 which includes a 10% contingency.

Motion carried 7-0

#### **6. Staff Reports**

Mrs. McElroy-Anderson stated that The Railroad is tentatively planning repairs on the track crossing on Main Street. This would be June 14 through June 21 and they would need to close down the road during this time. The Village will also need to close part of Good Hope Road to a little past Waukesha Avenue by the railroad tracks as part of the 2021 Road Program. This closing would take place after the repairs on Main Street by The Railroad. The Village is continuing to look for summer help, specifically grass mowing.

Mr. Smith stated that the Strategic Planning meetings this summer will start June 1. There will not be July meeting for Finance or Public Works, and instead hold Strategic Planning meetings. The audit will be done in June and will present their findings at the Village Board meeting in June. A reminder that there is a ribbon cutting ceremony for the Vista Run subdivision, and if board members would like to attend they should RSVP.

Mr. Macy stated that there was a new bill passed into law by the legislature and governor concerning PTSD for Fire and Police personnel of municipalities. The League of Wisconsin Municipalities, yesterday, released a memo on how American Recovery funds can be spent at the local level. The Town of Lisbon has named his firm, Municipal Law, as their town attorney.

Mr. Liebert wanted to thank everyone for their help in making the Village's first Arbor Day event a success. Over 200 trees were given out to residents and there was a lot of energy and enthusiasm for future events. A reminder that the Park Board meeting next Tuesday will take place in Pride's Park at 5:30pm to review the review the community survey and future development at that park. The public in the neighborhood are encouraged to attend.

#### **7. Comments from Citizens Present**

No one was present who wished to be heard.

#### **8. Old Business**

There was no old business to discuss.

#### **9. New Business**

Motion by LeDonne, seconded by Uecker to approve the first amendment for the Developer's Agreement for Vista Run.

Motion carried 7-0

#### **10. Consideration on resignation and appointments**

No action was taken.

#### **11. Consideration to convene into Closed Executive Session**

President LeDonne read aloud that the Village Board would now consider possible action on a motion to convene into executive session under 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a

closed session with respect to an offer and agreement about water service between the Village of Sussex and Town of Lisbon.

Motion by LeDonne, seconded by Uecker to convene into executive session under 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with respect to an offer and agreement about water service between the Village of Sussex and Town of Lisbon.

Rollcall Vote was taken  
Motion carried 7-0

The Village Board entered Closed Executive Session at 6:28 pm.

The Village Board went back into Open Session at 7:42 pm.

**12. Consideration and possible action on items requiring action arising from Executive Session**

Motion by LeDonne, seconded by Uecker to accept the memo from the Town of Lisbon as presented.

Motion carried 7-0

**13. Adjournment**

Motion by LeDonne, seconded by Zoellick to adjourn at 7:43 pm.

Motion carried 7-0

Respectfully submitted,

Samuel E. Liebert  
Administrative Services Director, Village Clerk/Treasurer